

TERMS OF REFERENCE
OF
THE NATIONAL SECURITY COUNCIL INTELLIGENCE COMMITTEE
WORKING GROUP

1. Establishment of a National Security Council Intelligence Committee (NSCIC) was directed by the President in his memorandum of 5 November 1971, "Organization and Management of the U.S. Foreign Intelligence Community," which was reflected in the revised National Security Council Intelligence Directive Number 1, "Basic Duties and Responsibilities," effective 17 February 1972. NSCID No. 1 provides (para 2) that the NSCIC is to "give direction and guidance on national substantive intelligence needs and provide for a continuing evaluation of intelligence products from the viewpoint of the intelligence consumer."

2. Authority

Formation of a NSCIC Working Group was directed by the NSCIC at its initial meeting on 3 December 1971. The NSCIC stipulated that a representative of the Director of Central Intelligence be chairman of the Working Group.

3. Membership

Members of the Working Group are as follows:

Representative of the DCI, Chairman

Representative of the Assistant to the President
for National Security Affairs

Representative of the Attorney General

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Representative of the Under Secretary of State
Representative of the Deputy Secretary of Defense
Representative of the Chairman, Joint Chiefs of Staff
Directors of the principal intelligence production

organizations:

Director, Bureau of Intelligence & Research,
Department of State

Director, Defense Intelligence Agency

Deputy Director for Intelligence, CIA

Deputy Director for Science & Technology, CIA

Director of National Estimates, CIA

4. Mission

The mission of the Working Group is to support the NSCIC and to facilitate NSCIC actions to give direction and guidance on national substantive needs and provide for a continuing evaluation of intelligence products from the viewpoint of the intelligence consumer.

5. Functions

The NSCIC Working Group will:

a. Present action recommendations to the NSCIC in furtherance of the mission assigned to the NSCIC in paragraph 2. of NSCID No. 1.

b. Conduct such studies, reviews and inquiries as may be directed by the NSCIC in execution of its mission.

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c. Initiate for NSCIC approval proposals for studies, reviews and inquiries in furtherance of the program of the NSCIC. Such proposals normally will relate to:

- (1) Improving the expression of consumer needs for intelligence; or
- (2) Evaluating the responsiveness of intelligence products, particularly as they relate to selected subject areas of interest, or to international crisis situations; or
- (3) Improving intelligence production procedures and methodologies.

d. Initiate for background and informational use such studies, reviews and inquiries as the Working Group considers are pertinent as possible basis for the formulation of recommendations to the NSCIC.

6. Method of Operation

a. Meetings of the Working Group will be called by the Chairman at any time the occasion for such arises. It is anticipated that meetings will be held no more frequently than once per month, dependent primarily upon such workload as may be assigned from the NSCIC and upon the completion of studies or reports on which Working Group action is needed. Any member who desires that a meeting be convened should submit his request to the Chairman, along with the basis for the request.

b. Scheduling of meetings will be such as to fit the schedules of the majority of the members representing NSCIC principals. An alternate may attend in the event a Working Group member is unavailable.

c. An agenda normally will be circulated by the Chairman so that it will be available to the members at least five working days prior to each scheduled meeting.

d. Unless time pressures preclude, all papers relating to the agenda also will be delivered to members at least five working days prior to a scheduled meeting.

e. Action projects for Working Group sponsorship can be proposed by any member of the group.

f. Decision concerning Working Group sponsorship of individual projects will be reached by consensus.

g. Responsibility for the conduct of studies and preparation of reports being sponsored which the Working Group has agreed to sponsor will be assigned by the Chairman as agreed among the membership.

h. Whether studies and reports are to be prepared by task groups involving all interested departments and agencies or by an individual organization will be determined by the Working Group on an individual problem basis.

7. Staff support

The Product Review Group of the DCI/Intelligence Community staff will provide staff support for the Working Group.